

# **City of Lincoln, Nebraska**

## **FY2001 Action Plan One Year Use of Funds for HUD Entitlement Programs**

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## INTRODUCTION

The ***FY2001 Action Plan: One Year Use of Funds*** is the second of the annual plans based on Lincoln's *Consolidated Plan FY2000 - FY2003 for HUD Entitlement Programs*. This consolidated plan, the second completed in response to "new" planning requirements established by HUD in 1994, is a four year strategic plan that brings needs and resources together in a coordinated housing and community development strategy. As part of the new consolidated plan requirements, HUD set forth three major statutory goals to be achieved to meet the primary objective of Title I of the Housing and Community Development Act of 1974, as amended--**the development of viable urban communities**. These goals are to:

- (1) **provide decent housing and**
- (2) **a suitable living environment and**
- (3) **expand economic opportunities**

The ***Consolidated Plan*** establishes a unified vision for community development actions by integrating economic, physical, environmental, community, and human development in a comprehensive and coordinated fashion. It presents statistical and analytical information that provides an overall picture of the housing and community development needs of the jurisdiction. This information is then used to establish priorities and allocate resources accordingly. It is also the basis for developing objectives in accordance with the statutory goals of providing decent housing, providing a suitable living environment, and expanding economic opportunities. It sets forth goals, objectives, and performance benchmarks for measuring progress, and establishes a framework for assessing new knowledge and experience and for identifying how they can add to a successful plan for revitalization.

For each year covered by the Consolidated Plan, the city must develop an *Action Plan: One Year Use of Funds*. This Action Plan identifies the activities that will be undertaken to address priority needs and local objectives with anticipated program income and funds received during the next program year under the Community Development Block Grant (CDBG), the HOME Investment Partnerships Act (HOME), and the Emergency Shelter Grant (ESG) programs. The annual plan also includes information on other programs and resources that help to meet the City's housing and community development needs, such as HUD's Section 8, Public Housing Comprehensive Grant, and Supportive Housing (SHP) programs, and the Nebraska Homeless Shelter Assistance Trust Fund (HSATF) and Nebraska Affordable Housing Trust Fund (NAHTF), and programs of the Nebraska Investment Finance Authority (NIFA).

Lincoln's ***Consolidated Plan FY2000 - FY2003*** was completed in July of 2000. Because the plan is an inter-censal (occurring after the 1990 Census and before the availability of the 2000 Census information) document, the City, in partnership with the Lincoln Housing Authority, contracted with a planning consultant, Gilat Planning and Research, to complete a Housing Needs Assessment and Market Analysis that would provide updated information for establishing goals and objectives. This Assessment/Analysis, which is published as a separate document, forms the backbone of the *Consolidated Plan 2000* and subsequent Action Plans. Other information used includes, but is not limited to:

- a Homeless Needs Assessment and Gaps Analysis;
- a detailed housing conditions analysis based on County Assessor property records;
- a cumulative lending analysis and fair lending analysis based on 1990-98 Home Mortgage Disclosure Act (HMDA) data;
- a geographic analysis of Section 8 certificates and vouchers;
- a Facilities Improvement Survey of local human service providers;
- the Lincoln/Lancaster County Human Services Needs Assessment and Comprehensive Plan; and,
- HUD's Community 2020 software (primarily for mapping and geographic analysis).

## PURPOSE

The purpose of the *2001 Annual Action Plan* is to:

1. Outline the City's strategies to address priority needs in the following areas: housing, homeless (Continuum of Care), economic development, neighborhood revitalization (including public infrastructure improvements), and community services and facilities;
2. Describe the programs and activities that will be undertaken by the City in fiscal year (or program year) 2001 (September 1, 2001 - August 31, 2002) to further the four-year strategies contained in the Consolidated Plan; these programs must meet the three basic goals prescribed by HUD and include programs that:

**Provide decent housing by:**

- assisting homeless persons with emergency shelter and affordable (including transitional and permanent) housing;
- preserving the existing housing stock;
- retaining the affordable housing stock;
- increasing the availability of permanent housing that is affordable to low-income persons without discrimination; and
- increasing supportive housing that includes structural features and services to enable persons with special needs to live in dignity.

**Provide a suitable living environment by:**

- improving the safety and livability of neighborhoods;
- increasing access to quality facilities and services;
- reducing the isolation of income groups within areas by deconcentrating housing opportunities and revitalizing deteriorating neighborhoods;
- restoring and preserving natural and physical features of special value for historic, architectural, or aesthetic reasons; and
- conserving energy resources.

**Expand economic opportunities by:**

- creating jobs accessible to low and very low-income persons;
- providing access to credit for community development that promotes long-term economic and social viability;
- providing low-income persons with skills to improve their employability;
- empowering low-income persons to achieve self-sufficiency; and
- providing supportive or service-enriched housing to enable families to work toward self-sufficiency.

3. Describe the goals/benchmarks that will be met by the City in the 2001 program year; and
4. List the resources that will be used to further the City's strategies. In particular, the Action Plan prescribes how the following 2001 program year funds will be distributed: \$2,239,000 in CDBG funds, \$1,175,000 in HOME funds, and \$76,000 in ESG funds. Also included is CDBG program income estimated at \$538,000 and HOME program income of \$100,000.

The Action Plan also identifies: (a) activities that prevent the incidence of homelessness, and help homeless persons attain self-sufficiency and independent living; and (b) other actions, including fair housing activities, public housing improvements and resident initiatives; evaluation and reduction of lead-based paint hazards, developing institutional structures, and enhancing coordination between public and private entities. Where applicable, these actions are contained within a priority need area. Actions that provide an overall contribution to furthering the City's community development strategies are contained within the Program Administration and Planning section.

## DEVELOPMENT OF THE ACTION PLAN

The *FY2001 Action Plan: One Year Use of Funds* was developed with the assistance of the Community Development Task Force, a 25 member citizen advisory group, appointed by Lincoln's Mayor. Over half of the task force membership consists of representatives of low/moderate income neighborhoods. Other groups represented on the board are lenders, racial and ethnic minorities, the real estate industry, the city council, the University, social service agencies, business, schools and the Lincoln Housing Authority. This heterogeneous membership provides for a diversity of opinions and perspectives in the review of the City's programs. Planning is carried out by three standing committees of the Task Force: Housing, Continuum of Care (homeless), and Economic Development & Community Services. The Housing Committee also has oversight of the public improvements carried out in focus areas.

The committees work with Urban Development Department staff to review programs and allocations and develop recommendations for funding and program direction. Recommendations of the committees were presented, discussed and approved by the full task force during a public meeting held during April "work sessions" (April 5, 2001). Minutes from the Work Sessions are contained in Appendix A. Final approval of the document by the task force was made at a public hearing held on June x, 2001. A televised panel discussion of the proposed Action Plan was videotaped for replay on Channel 5 during the month of June, with the public comment period ending on May 31, 2001. A legal notice for the public hearing and public comment period was published in the Lincoln Journal Star. Public comment was also invited with an announcement of the availability of the Action Plan in the Urban Page, the Urban Development Department's quarterly newsletter, with a circulation of 1,800. Additionally, 150 copies of the plan were sent to human service providers, neighborhoods, and others.

The *FY2001 Action Plan: One Year Use of Funds* was also reviewed by the Lincoln/Lancaster Planning Commission and determined to be in compliance with the *Lincoln-Lancaster County Comprehensive Plan (May 16, 2001)*. It was approved by the City Council, by resolution, at a televised public hearing on June xx, 2001.

## PROPOSED USES OF FUNDS AND DOLLARS LEVERAGED

The table below summarizes the planned uses of the City's FY2001 Federal entitlement grants (CDBG, HOME, and ESG) and estimated program income. This table also includes estimated dollars that will be leveraged by these three programs. The table does not include other funds, both public and private, that further the City's community development strategy. Many of these funds, discussed in the following section, are also identified in the Strategies sections of the plan, beginning on page 8.

PROGRAMMATIC AREA	FY2001 Budget	% of Total	Leveraged Resources	Total Resources
Housing	\$2,440,042	59%	\$8,857,500	\$11,297,542
Continuum of Care	\$101,000	3%	\$76,000	\$177,000
Economic Development	\$555,400	13%	\$2,720,874	\$3,276,274
Neighborhood Revitalization	\$422,564	10%		\$422,564
Community Services/Facilities	\$120,000	3%	\$120,000	\$240,000
Administration	\$488,994	12%		\$488,994
<b>TOTAL</b>	<b>\$4,128,000</b>	<b>100%</b>	<b>\$11,774,374</b>	<b>\$15,902,374</b>

The budgets on the following pages indicate program/project allocations for CDBG, HOME, and ESG funds. These programs and projects are more fully described in the Strategies sections and in the Listing of Proposed Projects in Appendix B.

## FY2001 ACTION PLAN BUDGET

CDBG	
<b>Sources:</b>	
FY01/02 Community Development Block Grant	\$2,239,000
Budgeted Program Income	538,000
<b>TOTAL</b>	<b>2,777,000</b>
<b>Uses:</b>	
<b>ADMINISTRATION</b>	
Administration	\$138,358
Community Development Staffing	350,636
IRis (Continuum of Care Tracking)	*
Neighborhood Development/Leadership	*
Fair Housing	*
<b>HOUSING</b>	
Home Improvement Loan Program	150,000
Direct and Deferred Loan Program	147,685
Emergency Repair Program	75,000
Investor Owner Rehab Loan Program	292,000
Lead Based Paint Abatement Program	8,739
Housing Development Loan Program	*
NRSA First Home	*
Infill Housing Development	*
PRIDE Program	50,000
League of Human Dignity - Barrier Removal	45,000
Neighborhoods, Inc. Homebuyer Training & Rehab staffing	126,000
Housing Rehab Administration	290,618
Temporary/Permanent Relocation	5,000
<b>NEIGHBORHOOD REVITALIZATION</b>	
Special Assessment Paving	\$20,000
Public Improvements in Focus Areas	68,400
Vine Street Revitalization	100,000
Marketing Older Neighborhoods/"Heart of Lincoln"	17,964
Redevelopment Activities	206,200
Clearance and Demolition	*
Tree Management Program	10,000
<b>ECONOMIC DEVELOPMENT</b>	
Job Creation/Retention Loan Program	250,000
Neighborhood Retail Business Assistance	50,000
Commercial Facade Loans	105,322
WIA One-Stop Delivery System	33,000
SELF Program	60,000
Administration	57,078
<b>COMMUNITY SERVICES/FACILITIES</b>	
Community Services Grants Program	50,000
Community Facilities Grants Program	70,000
<b>TOTAL</b>	<b>\$2,777,000</b>

\* Denotes carryover (prior year) funding.

HOME	
<i>Sources:</i>	
FY01/02 Home Investment Partnership Program	\$1,175,000
Budgeted Program Income	100,000
<b>TOTAL</b>	<b>1,275,000</b>
<i>Uses:</i>	
<b>ADMINISTRATION</b>	
Administration Staffing	66,924
<b>HOUSING</b>	
Owner-Occupied Rehab Loan Program	207,276
Lead Based Paint Abatement	100,000
First Home (1 <sup>st</sup> time homebuyer program)	500,000
CHDO Loan Set-aside	125,800
Troubled Property Program (CHDO)	50,000
Housing Development Loan Program	200,000
<b>CONTINUUM OF CARE</b>	
Security Deposits for Homeless Families (TBRA)	25,000
<b>TOTAL</b>	<b>\$1,275,000</b>

  

ESG	
<i>Source:</i>	
FY00/01 Emergency Shelter Grant Program	\$76,000
<i>Uses:</i>	
<b>CONTINUUM OF CARE</b>	
Homeless Prevention	22,800
Operating Costs of Homeless Facilities	30,400
Client Services	22,800
<b>TOTAL</b>	<b>\$76,000</b>

## OTHER RESOURCES

As administering agency for Lincoln's Federal community development funds, the Urban Development Department is the lead agency for the development, implementation, and monitoring of the city's community development strategies. Successful implementation of the strategies, however, can only be achieved in partnership with other public and private entities in the community. Many entities, both public and private, contribute to Lincoln's community development and housing strategies. Some of these work primarily in the areas of affordable or supportive housing, others work toward economic development, and still others assist in meeting the needs of the health and social well-being of Lincoln's citizens.

In addition to CDBG, HOME, and ESG funds, there are many other Federal, State, and local resources that contribute to the goals of providing decent housing, and a suitable living environment, and expanding economic opportunities in Lincoln. The difficulties in estimating these resources is immense. For instance, in FY2001, the Lincoln Housing Authority will administer about \$11 million in HUD funding for tenant-based rental housing assistance, and another \$6 million comes from HUD in the form of project-based assistance to both LHA and privately-owned housing in Lincoln. These funds provide rental subsidies to very low income households. Private financing estimated at \$25 million will be available in the city, from NIFA, in the form of low interest single family mortgages for first time low/moderate income homebuyers. The Lincoln/Lancaster United Way allocates approximately \$2.6 million each year for human services (including homeless services) in the City, and the City and County through the Joint Budget Committee will contribute another \$1.6 million to these activities. The State

of Nebraska has established trust funds for both homeless assistance and affordable housing. There are numerous other funding sources also available, and where possible (known), many of these are detailed within the strategies portions of this plan.

## STRATEGY IMPLEMENTATION

Action Plan strategies and actions to achieve the overall goals of providing decent housing and a suitable living environment and expanding economic opportunity are organized under five priority needs areas: **Housing, Homelessness (also called Continuum of Care), Economic Development, Neighborhood Revitalization, and Community Services and Facilities**. In addition to these, there are strategies and actions identified under the heading of **Administration, Planning, and Capacity Building**. Program or activity descriptions, goals, dollar resources needed, and their sources are included. To the extent possible, programs carried out by private or other public agencies that help to achieve overall goals are also identified. These strategies, along with the specific programs or actions that will be undertaken to implement them during the FY2001 program year, begin on page 8.

It is important to note that the categorization of strategies within a particular priority need area is not always clear cut, and many strategies crossover between priority need areas. For instance, actions taken to improve housing conditions also promote neighborhood revitalization. Continuum of Care needs are often also addressed by strategies for housing and community services or facilities. Some Economic Development programs also contribute to meeting needs in other areas. For instance, commercial facade loans contribute to neighborhood revitalization, and workforce development, which increases family self-sufficiency, addresses human services needs.

Within all these strategies is the underlying goal of reducing poverty, a long term effort carried out by programs and projects that: (1) improve places (poor areas) by rebuilding neighborhoods, or (2) assist people in obtaining the skills and support needed to achieve self-sufficiency. These two overall strategies are further supported by numerous public and private programs which work to meet the basic needs of the City's poorest households. Combined, these programs form an anti-poverty strategy that strives to eliminate or, at least, reduce the effects of poverty.

### The Neighborhood Revitalization Strategy Area (NRSA)

The keystone of the City's strategy to rebuild neighborhoods is primarily program emphasis in the NRSA and secondary emphasis in low/moderate income (LMI) areas. (See Figure 1 on the following page). This requires concentrating housing programs, economic development, public improvements, and services in the areas of greatest need within the City, the NRSA, but also allows for a "deconcentration" of poverty and the economic integration of the community (i.e., assisting LMI homebuyers to purchase in non-LMI areas). Goals for activities in the NRSA in FY2001 are contained in the table below.

Activity	Overall Goal	NRSA Goal	% in NRSA
Homeowner Moderate Rehabilitation	112 units	60 units	54%
Investor Owner Moderate Rehabilitation	40 units	22 units	55%
Minor Exterior Repair of Housing	120 units	110 units	92%
First Time Homebuyer Assistance	40 households	23 households	58%
Full-Time Jobs Created	20 FTEs	11 FTEs	55%
Commercial Building Facade Improvements	6 buildings	3 buildings	50%
Neighborhood Retail and Service Development	2 businesses	2 businesses	100%

In addition to the above goals, almost all of the focus/target area public improvement dollars will be spent in the NRSA, and community services programs primarily serving the NRSA and community facilities located within the NRSA will receive priority for CDBG funding under the City's Community Services and Facilities grant programs.



[LMI – NRSA Map goes here  
being printed]

# HOUSING

**Safe and Decent Housing:** Promote the preservation, maintenance and renovation of substandard or inadequate housing throughout the City, with emphasis on the NRSA and low income areas.

**Strategy 1** Provide a wide range of rehabilitation programs, with special incentives for properties located in the NRSA, focus areas, and low income areas.

Activity/Program	Description	Goals	Budget	Sources
Home Improvement Loan Program (HILP)	Rehabilitation loans up to \$15,000 to LMI home owners at 0% for 10 years (subsidy buys down market interest rate of loans provided by NIFA tax exempt financing). Loans by participating lenders. Exceptions to income (up to 100%) in target areas and for QOL citations. Operates Citywide.	60 cases total (30 in NRSA)	\$150,000 \$50,000 \$610,000	FY2001 CDBG CDBG prior year NIFA
Direct & Deferred Loan Program (DPL)	Rehabilitation loans up to \$33,500 to LMI home owners. Direct loans are 0% for up to 20 years, deferred loans are 0% deferred until sale or change in ownership or occupancy, and subject to change to direct loan based on income re-evaluation. Operates in LMI areas, with exceptions for QOL citations.	17 cases total (10 in NRSA)	\$147,685 \$207,276 \$150,000 \$10,000	FY2001 CDBG FY2001 HOME CDBG prior year HOME prior year
Emergency Repair Program	Home repair loans up to \$3,500 to eliminate threats to health or life safety to very low-income homeowners. Repair grants on mobile homes for up to \$1,500 one time only. Operates Citywide.	35 cases total (20 in NRSA)	\$75,000 \$20,000	FY2001 CDBG CDBG prior year
PRIDE	Grants to low-income homeowners for materials only (paint and minor exterior repairs). Maximum grant \$500, in participating LMI neighborhoods.	120 cases total (110 in NRSA)	\$50,000 \$30,000	FY2001 CDBG CDBG prior year
Investor-Owner Rehabilitation Program	Rehabilitation loans up to \$10,000 per unit for 1-7 unit rental structures (\$15,000 on single-family structures). Loans from 0 to 5% interest, for up to 20 years. 51% of units assisted must be occupied by LMI households. Available in low/mod areas.	40 units total (22 in NRSA)	\$292,000 \$50,000	FY2001 CDBG Private
Relocation	Financial assistance (rent & security deposits) for households displaced by rehabilitation activities.	as needed	\$5,000 \$3,689	FY2001 CDBG CDBG prior year
Rebuilding Together With Christmas in April - Lincoln	Local chapter of National Organization which uses teams of volunteers to rehabilitate the homes of very low income persons.	20 Units	\$5,000 \$10,000 \$12,500	NAHTF Private Woods Charitable Fund
Rehabilitation Administration	Staffing and administrative costs for City rehabilitation programs (5.0 FTEs) and staffing for Troubled Property Program and First HOME by Neighborhoods, Inc., and 1.15 FTEs for HOME.	NA	\$330,618 \$66,924	FY2001 CDBG FY2001 HOME

**Strategy 2** Provide financial assistance for the removal of architectural barriers in rental or owner-occupied housing throughout the city.

Activity/Program	Description	Goals	Budget	Sources
League of Human Dignity/Barrier Removal Program	Grants to remove or modify architectural barriers in the homes of low-income disabled persons citywide. Maximum of \$3,500 for wheel chair lifts, \$2,500 for other changes.	27 units	\$45,000 \$20,000	FY2001 CDBG CDBG prior year

- Strategy 3**      **Ensure the safety of housing occupants through the testing and abatement of lead based paint as defined in Section 1004 of the Lead Based Paint Hazard Reduction Act of 1992, and by providing financial assistance for costs attributable to abatement procedures.**

Activity/Program	Description	Goals	Budget	Sources
Lead Based Paint Abatement & Hazard Reduction Grants	Grants to pay for increased costs of rehabilitation attributable to lead based paint removal/abatement.	15 units	\$8,739 \$100,000 \$70,000	FY2001 CDBG FY2001 HOME CDBG prior year

- Strategy 4**      **Support amending existing City ordinances to require the licensure of one and two-family rental units throughout the City.**

The Urban Development Department will continue to work with the City's Building and Safety Department and the Problem Resolution Team to extend the apartment licensure program to include single family and duplex structures.

Advocacy of this change will occur through UDD's continued participation in the City's Problem Resolution Team.

- Strategy 5**      **Support and strengthen the City's mechanisms for addressing housing quality and environmental problems, including housing code enforcement, Problem Resolution Team activities, and continued support for the local court's decision that resulted in one judge hearing all public health and safety problems/violations.**

- Strategy 6**      **Explore the implementation of a Housing Rehabilitation Code with standards that would reduce costs of rehabilitation.**

- Strategy 7**      **Explore the use of property tax abatement and tax credits for improved properties in the NRSA to encourage privately financed rehabilitation of housing.**

- Strategy 8**      **Provide small investor owners ("Mom and Pop" type) with information and technical assistance that will help them in making decisions about tenant selection and property management.**

- Strategy 9**      **Work with private and public financial sources to leverage CDBG and HOME funds to increase total pool of available resources for housing improvements.**

- Strategy 10**      **Carry out Affirmative Marketing Plan for City-administered rehabilitation programs.**

In November, 1999, CenterStar Communications was hired to conduct market research and develop a marketing plan for minority outreach activities promoting the City of Lincoln's Urban Development Department's housing programs. Based on the study, strategies were developed specific to different minority populations and areas, with the goal of increasing minority participation in housing rehabilitation programs from 10.1% to 20% by the end of fiscal year 2000 (August 2001). Advertising and promotional materials for specific groups will be developed and distributed using local businesses, churches, and human service agencies. Advertising will use past clients of programs to increase trust in programs.

**Home Ownership Opportunities:** Promote the preservation and revitalization of older areas, and the "self sufficiency" of lower income families, through increased opportunities for home ownership.

- Strategy 1**      **Provide education and training to potential homebuyers to assist them in home purchase.**

Activity/Program	Description	Goals	Budget	Sources
Neighborhoods Inc./Homebuyer Training Program	Operational support for Neighborhoods Inc. to provide a homebuyer training program for first time homebuyers.	160 households	\$86,000 \$10,500	FY2001 CDBG CDBG prior year

**Strategy 2      Increase homeownership in older areas by providing creative homebuyer assistance programs, with special incentives for properties located in the NRSA, focus areas, and low income areas.**

Activity/Program	Description	Goals	Budget	Sources
FIRST HOME Program	Assistance up to \$25,000 (0%, deferred) for the purchase or purchase and rehabilitation of homes by first time homebuyers who have completed training. For properties purchased and rehabbed in the LMI area, one-half of the total assistance is forgiven after 5 years, balance paid back in years 6-10. Citywide program. For homes in the NRSA, NIFA mortgages available for homes that need a minimum of \$10,000 rehab to qualify.	40 units (23 in NRSA)	\$500,000 \$3,600,000	FY2001 HOME Private (NIFA)
Troubled Property Program	Acquisition of substandard single family units for rehab and/or demolition and new construction for sale to first-time homebuyers. Homebuyer Assistance included above.	5 units	\$615,000 \$50,000	HOME program income retained by CHDO NAHTF
NIFA Single Family First Time Homebuyer Program	Loans with below market interest rates made by participating lenders to low/moderate income first time homebuyers, funded by the sale of tax exempt bonds. Homes in NIFA target areas (LMI areas) have higher allowable purchase prices, higher homebuyer income limits (up to 120%), and waiver of "first-time" requirement.	325 households (70 in LMI areas)	\$25,000,000	NIFA
LHA/ Affordable Homeownership Program	Provides \$3,750 loan for downpayments to LHA clients in good standing for 2 years. Loan forgiven over five years.	36 households	\$135,000	LHA
U.S. Bank's Home Advantage Program	Affordable mortgages to low and moderate income households. Administered by Neighborhoods, Inc., with assistance from US Bank.	30 households	\$75,000 \$1,800,000 \$150,000	US Bank Found. Private AHP (FHLB)

**Strategy 3      Carry out marketing strategy for homeownership programs.**

For FY2001, the City has set a goal of 40% benefit to minorities for its homeownership assistance program administered by Neighborhoods Inc. In the previous year, the City's Affirmative Marketing Plan, Neighborhoods Inc. increased the number of Spanish Homebuyer Training classes. This year, Neighborhoods Inc. will continue the additional number of Spanish classes as well as keeping pace with the demand for Vietnamese, Russian, Arabic and Bosnian as the need arises. The Affirmative Marketing Plan will accommodate anyone with a language barrier or a disability which may limit their homeownership opportunities.

The Retro Rockers, a partnership between NIFA and the LPS Foundation established to meet the critical need for affordable housing for families with children at Elliot School, are expanding their influence. Using a shared funding approach, the LPS Foundation has hired five Learning Center Site coordinators each responsible for one target school. These coordinators will attend to the individual needs of their school, pull together additional resources and share information with other partners such as Neighborhoods Inc. and the City to further the Learning Center concept. The goal is to meet diverse community needs and reduce student turnover with school-linked programs and provide stability with increased home ownership.

**Strategy 4      Develop a mechanism to link elderly homeowners who want to sell their homes with first time homebuyers, or other owner occupants.**

**Strategy 5      Work with private and public financial sources to leverage CDBG and HOME funds and increase the total pool of available resources for home ownership.**

Fannie Mae, with a Nebraska Partnership Office in Lincoln, continues to offer innovative financing tools for the first-time homebuyer and the State of Nebraska with their Nebraska Affordable Housing Trust Fund (NAHTF) will further leverage our CDBG and HOME funds for homeownership.

Neighborhoods Inc. will continue to use NIFA's loan as part of the First HOME program and the US Bank

Home Advantage Program will offer up to \$2,500 in a deferred loan for downpayment assistance. Neighborhoods Inc. will also be partnering with Neighborhood Housing Services of America on a 1% below market rate loan. The loans will be originated "in house" through the authority of NeighborWorks of which NI is a member.

**New Housing Development:** Increase the supply of affordable housing for low and moderate income households (renters and homebuyers), including persons with special needs.

**Strategy 1** Provide financial assistance to increase the supply of affordable housing, including developments in non low/moderate income areas that present opportunities for achieving economic and racial diversity, special needs projects, and adaptive reuse projects that will utilize vacant downtown building floors for the creation of affordable housing.

Activity/Program	Description	Goals	Budget	Sources
Housing Development Loan Program (HDLP)	Gap financing to non-profit and for-profit developers of housing for low/moderate income populations, with emphasis on adaptive reuse projects and/or special needs populations.	20 units	\$200,000 \$59,114 \$301,321 \$425,000	FY2001 HOME CDBG prior year HOME prior year Private
Neighborhoods, Inc./ Troubled Property Program (CHDO)	Acquisition and rehabilitation of "troubled properties" (vacant, investor owned, problem properties)	1 unit	\$50,000 \$XXX \$100,000	FY2001 HOME HOME prior year Private
CHDO Set Aside Projects Undetermined	Gap financing to qualified and designated non-profit entities (Community Development Housing Organizations or CHDOs) to assist in the new construction or rehabilitation of single-family (renter or owner) and/or multifamily housing.	13 units	\$125,800 \$96,860 \$1,000,000	FY2001 HOME HOME prior year Private
Nebraska Housing Resources Inc./ Olympic Heights	Construction of 20 single family dwelling units by Nebraska Housing Resources, Inc., a non-profit organization established by the Homebuilders Assn. Of Lincoln (HBAL). Sale to First time homebuyers.	20 units	\$50,000 \$180,000 \$2,200,000	FY2001 NAHTF NAHTF prior year Private

**Strategy 2** Provide financial assistance for the acquisition of vacant land for affordable and housing development that is compatible with the character of the surrounding neighborhood.

Activity/Program	Description	Goals	Budget	Sources
Habitat for Humanity	Construction of new single-family housing to very low-income homebuyers, using donated materials, volunteer labor and sweat equity. Mortgages financed by HFH.	6 units	\$126,000 \$222,000	HOME prior year Private (not inc. in-kind)

**Strategy 3** Work with private and public financial sources to leverage CDBG and HOME funds and increase the total pool of available resources for new housing development.

**Strategy 4** Provide technical assistance to create additional non-profit housing organizations.

Urban Development Department staff will provide support to community groups working to establish a Community Development Corporation (CDC) to serve neighborhoods in south Lincoln. This support could include assistance with organizational issues, and board training and development.

Activity/Program	Description	Goals	Budget	Sources
Non-profit Housing Organization	Formation phase of board/staff training and development.	N/A	\$20,000	HOME prior year

## HOMELESSNESS (Continuum of Care)

**Homeless Prevention:** Work with human service providers to establish prevention services for those at risk of becoming homeless.

**Strategy 1** Provide financial, mediation, and case management assistance to households at risk of eviction for non-payment of rent or utilities.

Activity/Program	Description	Goals	Budget	Sources
Homeless Prevention Program	Payments for rent, utilities, and security deposits, and case management to households facing eviction for nonpayment of rent or utilities.	425 households	\$22,800 \$58,700 \$XXX	FY2001 ESG HSATF Private (match)
LHA's Security Deposit Assistance Program	Security deposit assistance for homeless persons and families with Section 8 certificates and case management services.	75 households	\$25,000	FY2001 HOME

**Strategy 2** Work with local human service providers to identify households at risk of becoming homeless to provide employment/education services that address the longer term, basic causes of their higher risk.

Activity/Program	Description	Goals	Budget	Sources
Homeless Prevention Program	Case management to households facing eviction for nonpayment of rent or utilities.	2,500 households	\$ included above	CDBG Other Public

**Emergency Shelter and Services:** Provide for the emergency needs, including shelter, food, and other essential services, of homeless families and individuals.

**Strategy 1** Support agencies providing emergency shelter and services to the homeless, with special attention to programs that encourage the efficient use of existing resources through partnership and collaboration.

Activity/Program	Description	Goals	Budget	Sources
Homeless Shelters Services and Programs	Shelter, food, and services for homeless families and individuals, including youth: Assistance to People's City Mission, Friendship Home, Freeway Station, and Daywatch.	2,250 persons in 1,900 HH	\$30,100 \$XXX \$XXX \$XXX \$XXX	FY2001 ESG HSATF (State) Other Federal City/County Private
Final Action Plan will identify specific agencies with specific goals and funding allocations.				

**Transitional Housing Needs:** Provide support for the housing and services needed by families and individuals moving out of emergency shelter to ensure their self-sufficiency and successful tenancy in permanent housing.

**Strategy 1** Support existing transitional housing programs.

Activity/Program	Description	Goals	Budget	Sources
Client Services in Transitional Housing Programs	Staffing, overhead, for counseling, etc.	XX families XX individuals	\$23,100 \$21,450 \$XXX \$XXX \$XXX	FY2001 ESG HSATF SHP LHA Other
Final Action Plan will identify specific agencies with specific goals and funding allocations.				

**Strategy 2** Work with homeless service providers to facilitate the development of transitional housing

**programs to address the specific needs of critically under-served homeless sub-groups.**

Urban Development Department staff will work closely with the Continuum of Care Planning and Evaluation Committee, a group of homeless service providers who meet monthly to work on ways to improve the delivery of services to homeless populations. Activities of this group, include identification/ evaluation of the gaps, prioritization for funding, facilitation of application process for Supportive Housing Program funding, and peer evaluation (colleague feedback survey).

**Continuum of Care Planning and Development:** Strengthen and/or establish partnerships, procedures, mechanisms, and institutions that improve and maintain the efficiency of service provision to homeless and near-homeless populations.

**Strategy 1**      **Work toward implementation of a computer system that will provide statistically accurate information on the size and characteristics of the City's homeless and near homeless populations, maintain centralized management of information on the City's homeless populations, and improve coordination of service delivery to homeless and near homeless clients by multiple agencies, and the assessment and case management of clients at the agency level.**

Activity/Program	Description	Goals	Budget	Sources
Lincoln/Lancaster County Health Dept./ IRis Pilot Program	Expansion of IRis software program to provide an accurate count of the city's homeless population.	3 agencies	\$18,000	CDBG prior year
Woods Charitable Fund/Technology Grants	Grants for technological improvements for Human Services Federation agencies.		\$100,000	Private (Woods)

The City will continue its effort for a coordinated data management system for information, referral, client tracking, and agency reporting. However, this year's focus will be to implement the IRis program to provide an accurate count of the City's homeless population. Implementation of this system needs to be incremental, with a joint effort from Lincoln/Lancaster County Health Department and Urban Development working with agencies to address questions they have about the program. Over the next two years, the goal is to have all agencies that participate in the Continuum of Care using IRis to count the homeless clients they serve.

**Strategy 2**      **Work with the Continuum of Care Planning and Evaluation Committee and the Lincoln Homeless Coalition to develop and improve partnerships and collaborative efforts, and to increase public awareness of homelessness in Lincoln and involvement in the Continuum of Care.**

The Urban Development Department acts as coordinating entity for the City's **Continuum of Care** plan and will continue its work to improve communication with and between homeless service providers. The department is a member of the City's Homeless Coalition, and staff reports monthly to the Coalition on HUD and/or city homeless initiatives. An important aspect of the full development of the Continuum of Care is improved coordination and partnerships between service providers, and greater involvement by the City's Homeless Coalition in developing and taking ownership in the Continuum. This includes increasing public awareness of the problem of homelessness, and broadening the base of membership and support of the Homeless Coalition to include more private sector interests, and homeless or formerly homeless persons.

**Strategy 3**      **Work with funding agencies to develop a resource allocation and funding plan that accurately identifies existing fund sources and gaps and program timeframes, so that budgetary and programmatic changes at the local, state and federal levels can be managed without a loss of service.**

In FY 2001, the Urban Development Department, with assistance from the Continuum of Care Committee of the CD Task Force, will again have responsibility for allocating ESG funds and Nebraska Homeless Shelter Assistance Trust Funds monies. In an effort to continue to improve the allocation process, this year agency

directors/representatives are invited to make a short presentation and answer specific questions that may arise.

The committee will again use representatives from human services agencies and the City's Funders' Group, made up of representatives of other funding agencies [the County and City (Mayor's Office), foundations, United Way, and Region V Drug and Alcohol Services] on the review committee.

**Strategy 4**      **Assess the need for providing supportive services (i.e., case management) to families or individuals in permanent affordable housing developments/projects, to help them maintain/attain self-sufficiency.**

**Strategy 5**      **Identify and engage, wherever possible, "mainstream" housing and service resources (i.e., job training, case management, mental health treatment, medical care, life skills training, etc.) for assistance to homeless populations.**

## ECONOMIC DEVELOPMENT

**Business Development:** Increase the number of new private sector quality full-time permanent jobs, available to, or taken by, low and moderate income persons by supporting endeavors aimed at sustaining or increasing business activity.

**Strategy 1**      **Provide direct financial assistance to new or existing business enterprises to create or retain jobs, emphasizing businesses creating positions which pay a "living wage".**

Activity/Program	Description	Goals	Budget	Sources
Job Creation/ Retention Loan Program	Loan and loan guarantees for businesses which provide job creation opportunities. Maximum of \$20,000 per FTE job created and no more than ½ of overall project costs. 51% of jobs created must go to LMI persons. Rate and terms vary.	20 (FTE) jobs 11 in NRSA	\$250,000 \$53,000 \$600,000	FY2001 CDBG CDBG prior year Private
ED Program Administration	Administration and staffing for all CDBG funded ED programs. .85 FTE		\$57,078	FY2001 CDBG

**Strategy 2**      **Support creation of businesses by low-income entrepreneurs.**

Activity/Program	Description	Goals	Budget	Sources
Self Employment Loan Fund (SELF)	Character-based micro-loans through peer lending groups or directly from SELF office. \$250 minimum loans with step-up loans to \$5,000. Additional loans ranging from \$5,000-25,000 also available. Fund privately capitalized by a \$100,000 line-of-credit from local lenders. Defaults covered by CDBG.	15 loans 10 NxLevel Trainees 144 Technical Assistance	\$60,000 \$5,000 \$30,000	FY2001 CDBG CDBG prior year Micro enterprise Partnership Fund

**Strategy 3**      **Develop an ongoing marketing strategy for promoting the City's Economic Development loan programs.**

In FY2001, the Urban Development Department will develop new promotional materials and revise application and review processes for the City's job creation programs similar to those developed for the Facade Improvement Program in FY2000. A system for distributing materials through outlets outside of City offices will be developed. These outlets might include the proposed WIA One-Stop Center, the Nebraska Business Development Center and local financial institutions.

**Strategy 4**      **Work with private and public financial sources to leverage CDBG funds to increase total pool of resources available for small business through the development of a Capital Access Program.**



In FY2001, the Urban Development Department will continue working toward the implementation of a CAP program. Development of this program ceased for a time during FY2000 as a statewide CAP program was under consideration by the Nebraska legislature and a City-funded program would have been redundant. The bill authorizing a statewide program failed to make it out of committee, so a City-wide program will be readdressed. Initially, informational pieces outlining how a CAP program works and the benefits of CAP programs will be developed and distributed to local financial institutions. Finally, local commercial lenders will be interviewed to gain feedback on the proposed CAP program before the process is finalized.

**Strategy 5      Increase the City's economic development capacity by supporting a unified organizational structure to represent Lincoln's economic development concerns.**

Activity/Program	Description	Goals	Budget	Sources
Lincoln Partnership for Economic Development (LPED)	LPED is a community-based, public-private, permanent venture to provide strategic, focused direction for Lincoln's economic development activities. LPED works to promote business, develop industrial opportunities and encourage economic advancement.	NA	\$250,000 \$300,000	City Private

**Strategy 6      Explore the development of a Community Development Financial Institution (CDFI) to service economic development needs in the NRSA.**

In FY2001, the Urban Development Department will continue working with Neighborhoods, Inc. on the implementation of a CDFI. If the Small and Emerging CDFI Technical Assistance Grant application submitted in FY2000 is funded, the UDD and Neighborhoods, Inc. will begin the development of financial tools to be made available through the CDFI. If the application submitted in FY2000 is not funded, UDD and Neighborhoods, Inc. will reevaluated these efforts and re-apply for certification and funding in FY2001.

**Neighborhood Services:** Strengthen and maintain the viability of the City's older neighborhoods by the development of new, and improvement to existing, neighborhood retail and service businesses.

**Strategy 1      Provide financing for the rehabilitation of older commercial buildings.**

Activity/Program	Description	Goals	Budget	Sources
Facade Improvement Program	Loans up to \$25,000 per primary facade (\$50,000 for corner buildings) on commercial buildings in older, blighted commercial areas. Rates and terms vary.	6 buildings (3 in NRSA)	\$105,322 \$225,000 \$400,000	FY2001 CDBG CDBG prior year Private

**Strategy 2      Provide financial and technical assistance to retail or service businesses in low to moderate income neighborhoods which provide needed goods or services to neighborhood residents.**

Activity/Program	Description	Goals	Budget	Sources
Neighborhood Business Assistance Program	Loans up to \$25,000 or ½ project costs, whichever is less, to businesses located in the NRSA which provide goods or services to area residents. Assistance at \$350 per LMI resident. Rate and terms vary.	1 business	\$50,000 \$75,000	FY2001 CDBG Private

**Workforce Development:** Connect unemployed and underemployed low-income persons with the labor force demands of the private sector.

**Strategy 1 Increase job readiness of low-income persons, including youth.**

Activity/Program	Description	Goals	Budget	Sources
Workforce Investment Act (WIA) One-Stop Delivery System	Employment services for low-income adults (inc. older workers), youth, and dislocated workers, including assessment, classroom training, pre-employment skills, work experience, and on-the-job training.	300 persons	\$33,000 \$80,000 \$400,782 \$120,504	FY2001 CDBG CDBG prior year WIA City
Welfare-to-Work Program	Program to assist long-term (30 months or more) welfare recipients in obtaining employment.	To be determined	\$638,000	HHS/Labor

**Strategy 2 Identify the workforce needs of local business and industry and the job training and support systems needs (i.e., childcare, transportation, etc.) of potential employees, and encouraging employers to interview and hire low/moderate income persons.**

Activity/Program	Description	Goals	Budget	Sources
Workforce Investment Act (WIA) Board Support	Oversight of activities of 57 person WIA board to coordinate activities of 19 partner agencies in WIA One Stop Delivery System..	NA	\$80,370	City

## NEIGHBORHOOD REVITALIZATION

**Public Improvements:** Provide for the concentration of special neighborhood revitalization activities in relatively small areas to achieve demonstrable improvements by increasing confidence and encouraging private investment in the short term.

**Strategy 1 Implement public improvements projects identified in the action plans for designated neighborhood revitalization target/focus areas located in parts of the following neighborhoods: Downtown, Everett, Malone, Near South, South Salt Creek, Clinton, Woods Park, and North Bottoms, and in other blighted areas , including the NRSA.**

Activity/Program	Description	Goals	Budget	Sources
Public Improvements in Selected Target/ Focus Areas	Implementation of public improvements identified in target/focus area plans. Examples: sidewalks, Capitol Environs, commercial area improvements.	3 projects	\$168,400 \$200,000	FY2001 CDBG CDBG prior year
UPCO Public Improvements: 48 <sup>th</sup> St. Streetscape	Continue construction of streetscape improvements in blighted area along North 48 <sup>th</sup> Street, between Colby and Adams.	1 project	\$250,000	Public (TIF)
North 27 <sup>th</sup> Street Redevelopment	Revitalization of North 27 <sup>th</sup> Street between N and Fair Streets. Includes acquisition of property (land assembly), site improvements for redevelopment purposes, and infrastructure improvements, including streetscape amenities.	2 projects	\$500,000 \$3,000,000	Public (TIF) Private

**Strategy 2 Provide financing for the redevelopment of older commercial areas, including Downtown.**

Activity/Program	Description	Goals	Budget	Sources
Redevelopment Activities	Funding for the revitalization of older commercial centers to leverage private sector investment. To be considered for these funds, a project must: have the support of a neighborhood or business association, have a measurable economic gain, enhance or compliment other UDD or City public improvement projects or activities, and must demonstrate clear benefit to LMI areas or address the elimination of slums and blight.	1 project	\$206,200 \$293,000	FY2001 CDBG CDBG prior year

**Strategy 3 Assist low-income homeowners in paying for special assessments on City Council-approved paving districts.**

Activity/Program	Description	Goals	Budget	Sources
Special Assessments Paving Program	Assistance to pay special assessments for very low-income homeowners on City Council-approved paving districts.	12 households	\$20,000 \$24,000	FY2001 CDBG CDBG prior year

**Strategy 4 Establish a mechanism to coordinate the City's Capital Improvements Program with neighborhood revitalization activities.**

Urban Development Department staff will meet with staff from other City departments and government leaders to present the Consolidated Plan and Action Plan and elicit and strengthen support for plan activities and emphases. Departments include Public Works, Planning, Parks and Recreation, Building and Safety, Law (City Attorney's Office), and Health.

**Strategy 5 Promote the revitalization of Downtown Lincoln, including the Haymarket, as a way to strength surrounding neighborhoods.**

Activity/Program	Description	Goals	Budget	Sources
Downtown Redevelopment Activities	Includes 12 <sup>th</sup> St. Revitalization Area improvements, Old Federal Building Redevelopment, I-180 Entryway, and assistance for the development of a Downtown Entertainment Center.	See description	\$1,742,900 \$1,800,00 \$110,000	TIF (estimated) Private Public

**Removal of Blight:** Promote the revitalization of older, established neighborhoods through the elimination of blighting influences.

**Strategy 1 Provide financing for the removal of dangerous and substandard secondary structures and dead trees on private property in the NRSA.**

Activity/Program	Description	Goals	Budget	Sources
Tree Management Program	Grants up to \$1,500 to low-income property owners for the trimming of dead branches or removal of dead trees on private property in NRSA.	15 households	\$10,000 \$5,000	FY2001 CDBG CDBG prior year
Demolition of Secondary Structures	Grant up to \$1,500 for the removal of substandard and dangerous structures.	3 households	\$5,000	CDBG prior year

**Strategy 2      Implement the Revitalization Exterior Deferred Program on corridors and targeted blocks in LMI neighborhoods.**

Activity/Program	Description	Goals	Budget	Sources
RED Loan Program	Grants up to \$7,500 to property owners for the exterior rehabilitation of residential properties located in LMI neighborhoods on a priority basis.	15 houses	\$100,000	NAHTF

Neighborhood Cleanups. Continue the Tool-Lending Library for use by neighborhoods for clean up and self help projects. Administered by City Parks and Recreation Department. Several neighborhoods have accessed funds for their annual neighborhood cleanups. Two others are considering signage that distinguishes their neighborhoods and through their display of ownership encourage other neighbors to become involved.

**Strategy 3      Promote older neighborhoods as attractive and desirable places to live.**

Activity/Program	Description	Goals	Budget	Sources
"Heart of Lincoln" Program	Marketing initiative to increase home ownership and neighborhood pride in older areas. Activities include development of informational materials, home remodeling seminars, a Tour of Homes, website development, awards for exceptional projects, training and recruitment of Realtors® to promote older areas.	NA	\$17,964 \$12,036 \$20,000	FY2001 CDBG CDBG prior year Private

**Strategy 4      Begin Antelope Valley Community Revitalization projects identified in the Antelope Valley Community Revitalization Plan (under development in FY2000).**

Activity/Program	Description	Goals	Budget	Sources
Antelope Valley Community Revitalization Project	Implementation of projects identified in Antelope Valley Community Revitalization Plan being developed now.	NA	\$400,000	CDBG prior year

**Neighborhood Revitalization Planning and Development:** Strengthen and/or establish partnerships, procedures, mechanisms, and institutions to further neighborhood revitalization activities.

**Strategy 1      Establish and enforce maintenance standards for non-residential structures within the City.**

Urban Development Department staff will continue to work with neighborhood associations, business associations, and other City departments, to continue the efforts of the City's Problem Resolution Team (PRT), initiated in FY2000, to: 1. quantify existing conditions and the impacts to older neighborhoods; 2. research similar activities in other cities; 3. identify support; 4. work with the Building and Safety Dept. and the City Attorney's office to draft a new ordinance; and, 5. work through the approval process with Planning Commission and City Council. Staff will also work with other departments to determine how enforcement mechanism, associated costs, and available funding.

**Strategy 2      Work toward mitigating parking problems in residential areas around the downtown business district.**

**Strategy 3      Continue Urban Development Department involvement in the City's Problem Resolution Team.**

An Urban Development Department staff person serves on the PRT and on a PRT Subcommittee. This subcommittee meets monthly to review cases and identify policy issues to take to the full PRT.

**Strategy 4      Continue assisting in establishing a Community Development Corporation to carry out commercial and neighborhood revitalization in the Antelope Valley Study Area.**

- Strategy 5**      **Work toward the establishment of additional private non-profit Community Development Corporations (CDCs) to benefit underserved or special project areas in Lincoln.**
- Strategy 6**      **Continue involvement in the Focus Area Concept Team (FACTeam), reestablished in FY2000 during development of the North Bottoms Focus Area Plan.**
- Strategy 7**      **Work with neighborhoods and other City Departments to develop an ordinance or code prohibiting upholstered furniture on porches or anywhere outdoors that is visible from the public right-of-way.**

## COMMUNITY SERVICES AND FACILITIES

**Human Services and Programs:** Provide a wide variety of human service programs to meet the needs of low-income residents, with emphasis on meeting emergency needs, including those of homeless families and individuals; activities that build self-sufficiency; and social, recreational and cultural opportunities for youth.

- Strategy 1**      **Improve the ability of local human service agencies to provide services to low-income populations by assisting with program costs.**

Activity/Program	Description	Goals	Budget	Sources
Community Services Grants	Grants to non-profit human service agencies to provide community services to low income populations.	5 programs/ 400 persons	\$50,000 \$10,000	FY2001 CDBG CDBG prior year

- Strategy 2**      **Create and support a coordinated system of case management services that assist households in becoming self sufficient.**

Activity/Program	Description	Goals	Budget	Sources
IRIS Program	Implementation at agency level of information and referral, client tracking and data management computer software. Coordination by City/County Health Department. Strategy also included under Continuum of Care.	see description	Included in Continuum of Care	CDBG prior year

**Neighborhood and Community Facilities:** Support and maintain quality facilities that maximize the use, coordination, and delivery of community services to populations in need .

- Strategy 1**      **Improve ability of local human service agencies to provide services to low-income populations by assisting with improvements/repairs to facilities, emphasizing energy efficiency, ADA, and improvements to correct code deficiencies.**

Activity/Program	Description	Goals	Budget	Sources
Public Facilities Grants	Grants to non-profit agencies for rehabilitation of/ improvements to facilities used to provide community services to low income populations. Emphasis on facilities located in the NRSA.	4 facilities	\$70,000	FY2001 CDBG

- Strategy 2**      **Support efforts to develop neighborhood facilities to serve the residents of the NRSA.**

Activity/Program	Description	Goals	Budget	Sources
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South Central Lincoln Community Center	Construction of a new City-owned and operated recreation center at 13 <sup>th</sup> and F Streets. Neighborhoods served: Downtown, Everett, Near South, and South Salt Creek.	Open in 2002	\$5.5 million	City
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## PROGRAM ADMINISTRATION, PLANNING, AND CAPACITY BUILDING

Activity/Program	Description	Goals	Budget	Sources
General Program Administration	Staffing (1.3 FTE) for general CDBG program admin, plus overhead for administration and community development division.	NA	\$138,358	FY2001 CDBG
Community Development Staffing	Staffing (6.65 FTEs) for implementation of City's community development strategy, including focus area activities, planning and technical assistance to neighborhoods.	NA	\$350,636 \$17,470	FY2001 CDBG CDBG prior year
Unprogrammed Funds	Contingency funds.	NA	\$249,031	CDBG prior year

**General Program Administration:** Administer the City's federal grant programs (CDBG, HOME, and ESG) in an efficient and effective manner.

**Strategy 1**      **Provide for the overall administration of federal programs in compliance with federal regulations.**

General grant administration activities includes preparation and management of annual operating and programmatic budgets, including allocation of personnel and overhead costs, analysis of past and current year performance and expenditures in all program areas (i.e., housing rehabilitation and home ownership, economic development, community services, public improvements, etc.), oversight of revenues, "timeliness" of expenditures, and coordination and utilization of HUD's IDIS system for reporting and fund drawdowns.

**Strategy 2**      **Ensure the proper use of federal funds through monitoring and oversight of subrecipients and borrowers.**

Program/project monitoring ensures that the City and its subrecipients (or borrowers) meet performance objectives within schedule and budget. Most importantly, it provides documentation of the City's compliance with program (CDBG, HOME, and ESG) objectives, rules and regulations. A critical part of the City's monitoring system is an assessment of each subrecipient or borrower to identify high risk agencies that require more extensive oversight and monitoring. Agencies identified as high risk include those who are new to the program, are experiencing turnover in key staff positions, have been plagued by past compliance or performance problems, are undertaking multiple funding activities for the first time, or are not submitting timely reports. These agencies are provided with regular on-site visits and desk-top reviews. At a minimum, each subrecipient or borrower receives a desk-top review and at least one on-site visit per year.

A standardized procedure for review and monitoring has been established, and monitoring manuals prepared, utilizing monitoring tools developed for CDBG, HOME and ESG programs. Areas addressed include the following: 1. Project or Program Status; 2. Program Benefit; 3. Fair Housing/Equal Opportunity; 4. Consistency of Records; and 5. Financial Accountability. Desk-top reviews involve examining progress reports, compliance reports and financial information. On-site monitoring visits are performed to determine adequate control over program and financial performance and to verify proper records are maintained. On-site visits involve examining beneficiary documentation, audit reports, accounting records, invoices, payroll documentation and timesheets.

The Program Monitor also works with subrecipients and borrowers to ensure compliance with all Federal rules and regulations. Occupancy reports submitted for assisted housing projects are examined to determine compliance with affordability and tenant eligibility. Interviews with contractor employees are conducted and certified payrolls are examined to ensure compliance with Fair Labor Standards and Davis-

Bacon wage requirements.

**Program Planning and Development:** Further the City's community development, housing, and neighborhood revitalization strategies through program or project planning, administration and oversight, and research of issues critical to implementation of community development activities and initiatives.

**Strategy 1**      **Maximize the use of Geographic Information System (GIS) activities to document neighborhood needs and conditions and monitor change and program effectiveness.**

Utilizing the City's Geographic Information System (GIS), Urban Development Department staff will continue research on indicators of neighborhood change. UDD's GIS analysis will include 2000 Census Data as it becomes available. Another analysis will focus on community reinvestment in older areas using mortgage and home improvement lending data (HMDA).

**Strategy 2**      **Complete special studies to guide redevelopment in the Antelope Valley Study Area, particularly adjacent to and in between the new creek and roadway.**

Activity/Program	Description	Goals	Budget	Sources
Antelope Valley Blight Study	Completion of a Blight and Substandard Determination Study for area bounded by	NA	\$60,000	EDI Grant
Market Study	Market study to identify uses that are economically feasible for the area.	NA	\$50,000	EDI Grant

**Capacity Building:** Strengthen and maintain the viability of the City's older neighborhoods through capacity building and leadership development.

**Strategy 1**      **Provide opportunities for leadership training to enable and encourage neighborhood residents to assume a greater role in building their neighborhood, impacting public policy, and becoming involved in the entire community.**

Activity/program	Description	Goals	Budget	Sources
Leadership Development Program	Creation of a local leadership development program to assist low and moderate income neighborhoods to maximize participation in activities designed to enhance the neighborhood.	150 participants	\$20,000 \$22,000	CDBG prior year Private funds

**Public Participation and Information:** Further the City's housing, community development and neighborhood revitalization strategies through increased public participation, public information, and technical assistance to community groups and individuals and other City departments.

**Strategy 1**      **Support, improve, or establish procedures and mechanisms that inform the public and maximize public participation in the community development process.**

Urban Development Department staff will continue its efforts to inform Lincoln residents, particularly those living in older areas, about the City's Housing, Economic Development, Continuum of Care (Homeless), and Community Development programs, and the process by which the City's community development strategy is developed and implemented. This will be accomplished with the following:

- Preparation, publication, and distribution of the **FY2002 Annual Action Plan: One Year Use of Funds and FY00 Consolidated Annual Performance and Evaluation Report (CAPER)** using formats first developed in FY97, and refined in following years.
- Continued support for activities of the **Community Development Task Force**, with an emphasis on increased participation into program/project planning and development by task force members.

- Preparation, publication and distribution of **The Urban Page**, a quarterly newsletter that serves as a major communication tool to keep the community informed on CDBG, HOME, Job Training, Economic Development and redevelopment activities.
- Continued use of the internet through the Urban Development Department's **Home Page** on the City's website. CD Task Force agendas, minutes, and notices are placed on the home page and the *Consolidated Plan 2000 Executive Summary* and the *Citizen's Guide to Lincoln's Housing and Community Development Programs* can also be accessed on the Home Page. Urban Development's webpage receives an average of 3,478 "hits" each month (based on usage in 2000). UDD staff also is responsible for meeting minutes transferred to City Web Page and maintenance of Mayor's Neighborhood Roundtable link.
- **Broadcasting of two CD Task Force panel discussions** each year on Channel 5, the City's government access cable channel which is replayed for several weeks afterward. This raises the visibility of the Task Force's activities and role in the community development process, and will hopefully increase public interest and participation in the process. The two panel discussions which will be televised will occur at the time of and for several weeks following the public hearings on the Action Plan and the CAPER during which time public comment will be invited.

**Strategy 2      Continue development and distribution of user friendly informational materials that promote the City's Housing, Economic Development, and Revitalization Programs.**

Urban Development Department staff will regularly review and revise existing program brochures and update as needed (change in income guidelines, program guidelines, etc.). This includes updating of brochures or specialized information for targeted non-English speaking groups. New program materials will be developed as needed (i.e., specialized focus area fliers, loan brochures for new programs, etc.).

**Strategy 3      As requested, provide information that assists private citizens and organizations and government leaders and staff in community development activities.**

During FY2001, the Urban Development Department staff will continue its work in providing a variety of information to the "public" and to government leaders and city staff.

**Strategy 4      Continue support for the Mayor's Neighborhood Roundtable.**

Created in 1984, the Mayor's Neighborhood Roundtable meets monthly and offers a support system and networking opportunities between neighborhoods and City Government. In FY00, the Roundtable had an average attendance of over 45 and discussed a wide range of topics of importance to neighborhoods. The Roundtable is staffed by the Urban Development Department. Responsibilities include assisting the Roundtable chair with development of meeting agendas, distribution (mailing) of meeting materials, and preparation of meeting minutes.

**Fair Housing:** Affirmatively further fair housing and increase fair housing opportunities throughout the City through the removal of barriers/impediments to fair housing.

**Strategy 1      Carry out ongoing analyses and refinements to the City's Analysis of Impediments (AI) to Fair Housing.**

Ongoing staff research and community input and educational activities concerning fair housing to provide new information for the City. Therefore, staff will undertake an annual examination and refinement (when necessary) of the City's Analysis of Impediments to Fair Housing. In FY2001, this will include, updating the AI with information gained during public forums carried out in FY99, and refining the City's HMDA lending analysis to include an assessment of individual lenders.

**Strategy 2      Ensure that Section 504 regulations and Fair Housing design standards are met in the new construction and substantial rehabilitation of residential units.**

Urban Development Staff will work with the City's Section 504 Compliance Office to receive updates and



assist in ensuring that fair housing design standards are met.

**Strategy 3      Aggressively monitor compliance with affirmative fair housing marketing requirements by subrecipients.**

To ensure compliance with fair housing policy and marketing requirements, all City loan recipients of tenant occupied properties must certify their compliance through a signed Statement of Affirmative Marketing. By signing this statement the loan recipient adheres to all laws which prohibit discrimination in housing and will, in an affirmative manner, market and rent units to any and all individuals regardless of race, color, religion, sex, age, disability, national origin or familial status.

**Strategy 4      Increase public awareness (for both consumers and providers) of fair housing law.**

Activity/Program	Description	Goals	Budget	Sources
Fair Housing Activities	With the Lincoln Commission on Human Rights, the Urban Development Dept. will develop and implement a strategic plan to provide public information and education on fair housing issues, including fair lending.	see description	\$13,125	CDBG prior year

**Strategy 5      Ensure the City's compliance with Federal Fair Housing law through regular review and, as needed, amendments to Title 11 of the Lincoln Municipal Code (Equal Opportunity Ordinance).**

Ongoing compliance with Federal Fair Housing law will be achieved through regular review of Title 11 of the Lincoln Municipal Code (Equal Opportunity Ordinance). When findings of noncompliance are made, the City Attorney's Office will be notified and an amendment to the Ordinance will be requested. Urban Development staff will continue working with the City Attorney's Office on an amendment to *Part 11.06.040 Guide Dog; Access to Housing Accommodations; Terms and Conditions*, to bring it into compliance with Federal Fair Housing law.

## **APPENDIX A**

### **PUBLIC COMMENTS RECEIVED**

## **APPENDIX B**

### **LISTING OF PROPOSED PROJECTS (HUD forms)**

## **APPENDIX C**

### **CERTIFICATIONS (HUD forms)**